



EXAMINATION INFORMATION ALERT

County and Municipal Police Promotional Processing 2004 Schedule

This bulletin establishes the Department of Personnel schedule for examinations for specific police promotional titles.

DEADLINES

Appointing Authority requests for examinations are due on the following dates:

<u>Date</u>	<u>Title</u>
January 1	Police Chief, Deputy Police Chief and Police Inspector
April 1	Police Sergeant
May 1	Police Lieutenant
May 1	Police Captain
July 1	Police Chief, Deputy Police Chief and Police Inspector

PROCEDURES

The Department of Personnel will process promotional examinations as follows:

1) **POLICE CHIEF, DEPUTY POLICE CHIEF AND POLICE INSPECTOR**

Employer Request to HRM Consultant Team:	DOP Issues Announcement:	Application Filing Deadlines:	Closing Dates:	Tentative Oral Test Dates:
January 1, 2004	March 1, 2004	March 21, 2004	May 31, 2004	June 2004
July 1, 2004	September 1, 2004	September 22, 2004	November 30, 2004	December 2004

2) **POLICE CAPTAIN**

Employer Request to HRM Consultant Team:	DOP Issues Announcement:	Application Filing Deadline:	Closing Date:	Tentative Written Test Date:
May 1, 2004	July 1, 2004	July 21, 2004	September 30, 2004	October 2004

NOTE: The oral portion of the Police Captain examination will be given within two months from the date of the written portion.

3) **POLICE LIEUTENANT**

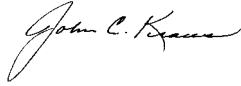
Employer Request to HRM Consultant Team:	DOP Issues Announcement:	Application Filing Deadline:	Closing Date:	Tentative Written Test Date:
May 1, 2004	July 1, 2004	July 21, 2004	September 30, 2004	October 2004

4) **POLICE SERGEANT**

Employer Request to HRM Consultant Team:	DOP Issues Announcement:	Application Filing Deadline:	Closing Date:	Tentative Written Test Date:
April 1, 2004	June 1, 2004	June 21, 2004	August 31, 2004	September 2004

Note to Appointing Authorities and Candidates:

- The Department of Personnel anticipates issuing announcements semi-annually/annually. The Department believes that establishing the dates in advance should assist Appointing Authorities in planning and anticipating their personnel needs, and will provide timely notification to all parties.
- Applications must be filed no later than the filing deadline issued on the announcement. Barring unforeseen circumstances, examinations will be held during the range of dates indicated in this EIA.

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